



**CITY OF HOUSTON**  
FINANCE DEPARTMENT  
Strategic Procurement Division

**Annise D. Parker**

Mayor

Lourdes Coss  
Chief Procurement Officer  
P.O. Box 1562  
Houston, Texas 77251-1562

F. 832.393.8755  
<https://purchasing.houstontx.gov>

August 7, 2014

**SUBJECT:** Letter of Clarification No. 4

**REFERENCE:** Invitation to Bid No. S10-L24787

GROUNDS MAINTENANCE AND LANDSCAPING SERVICES FOR THE  
CITY OF HOUSTON

**TO:** All Prospective Bidders:

This Letter of Clarification is issued for the following reasons:

The Bid opening date has been extended from **Thursday, August 14, 2014 at 10:30 a.m. CST** to **Thursday, August 21, 2014 at 10:30 a.m. CST** so that all prospective Bidders will have sufficient time to submit their respective Bids.

- **The following questions with City of Houston responses, and bid modifications are hereby incorporated and made a part of the Best Value Bid:**

**Q1. Vendor Question:** "How will the City exercise penalties for the items if there is no cost, no bid, no charge, or low \$/unit for the line item to deduct

**COH Answer:** *"The cost is built into the overall annual price for the service then divided by the number of cuts for the year. This is for both fertilization and mulching. This is done because the contractor is to maintain 3" of mulch throughout the year, as referenced in Article 7.1 and 7.5."*

- Scope of Work, Exhibit B1, Page 23 of 62, **replace:** With attached page 23a of 62, now marked "Revised Page 23a of 62, Dated August 7, 2014."
- Scope of Work, Exhibit B1, Pages 25 and 26 of 62, **replace:** With attached page 25a of 62, now marked "Revised Page 25a of 62, Dated August 7, 2014," and with attached page 26a of 62, now marked "Revised Page 26a of 62, Dated August 7, 2014."

- E-bid Form, City of Houston Website, Section 1A: Line Item No. 36 is now deleted.
- E-bid Form, City of Houston Website, Section 1B: Line Item No. 36 is now deleted.
- E-bid Form, City of Houston Website, Section 1C: Line Item No. 36 is now deleted.
- E-bid Form, City of Houston Website, Section 2D: Line Item Nos. 7, 8 & 30 are now deleted.

When issued, Letter(s) of Clarification shall automatically become a part of the Bid documents, and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. It is the responsibility of the Bidder to ensure that they have obtained any such previous Letter(s) associated with this solicitation. By submitting a response on this Bid, Bidders shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this Bid.

If you should have any questions or if further clarification is needed regarding this Bid, please contact Greg Hubbard at [greg.hubbard@houstontx.gov](mailto:greg.hubbard@houstontx.gov), or at 832.393.8748.

Sincerely,

*Greg Hubbard*

Greg Hubbard  
Senior Procurement Specialist  
City of Houston, TX  
Phone: 832.393.8748

GH:JH:gh

*Partnering to better serve Houston*

**Council Members:** Helena Brown Jerry Davis Ellen Cohen Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez  
James G. Rodriguez Mike Laster Larry Green Stephen C. Costello Andrew Burks Melissa Noriega C.O. "Brad" Bradford  
Jack Christie **Controller:** Ronald C. Green